



WEDNESDAY, DECEMBER 14, 2011

6:30 P.M. – ARCHITECTURE AND SITE REVIEW COMMITTEE MEETING

Community Chambers, Los Altos City Hall
One North San Antonio Road, Los Altos, California

ROLL CALL

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Committee's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Committee is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

CONSENT CALENDAR

These items will be considered by one motion unless any member of the Committee or audience wishes to remove an item for discussion. Any item removed from the Consent Calendar for discussion will be handled at the discretion of the Chair.

PUBLIC HEARINGS

DISCUSSION ITEMS

ADJOURNMENT

CANCELLED

PLANNING COMMISSION'S ROLE

The Planning Commission advises the City Council on matters relating to land use and land development in Los Altos. This includes the development and implementation of the General Plan, Zoning Ordinance, and other land use regulations and recommendations on development applications.

The Planning Commission holds public hearings on certain requests for land use and development before making recommendations to the City Council. Two subcommittees of the Commission also exist as described below:

1. **BOARD OF ADJUSTMENTS**

The Board of Adjustments consists of three Commission members. The Board's function is to consider and vote on variance requests to land use regulations such as site area, setbacks, coverage, yards and other open spaces, height of structures, and fences. Decisions of approval and denial by the Board of Adjustments may be appealed to the Planning Commission.

2. **ARCHITECTURE AND SITE REVIEW COMMITTEE**

The Architecture and Site Review Committee consists of three Commission members. The Committee reviews two-story residential projects with regard to the Single-Family Residential Design Guidelines, decisions of which may be appealed to the Planning Commission. The Architecture and Site Review Committee reviews commercial and multiple-family projects for appropriate design and site planning, screening, landscaping, colors and materials, and makes recommendations regarding such matters to the Planning Commission and City Council.

Planning Commissioners are appointed by the City Council for a four-year term. The Commission is a voluntary position whose responsibility is to make decisions based on City regulations and plans for the overall good of the community.

When addressing the Commission, it is necessary to give your name and address for the record and use the microphone so that all present can hear your input.

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Community Development Department 72 hours prior to the meeting at (650) 947-2750.

Agendas, Staff Reports and some associated documents for the Architecture and Site Review Committee items may be viewed on the Internet at <http://www.losaltosca.gov/committees-commissions/architectural/index.html>

On occasion the Architecture and Site Review Committee may consider agenda items out of order.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the Community Development Department, City of Los Altos, located at One North San Antonio Road, Los Altos, California at the same time that the public records are distributed or made available to the legislative body. Any documents posted on the Internet site or distributed in advance of the Committee meeting may not be final documents approved by the City Council. Contact the Community Development Department at (650) 947-2750 for the final document.

If you wish to provide written materials, please provide the Community Development Department with **10 copies** of any document that you would like to submit to the Architecture and Site Review Committee for the public record.

If you challenge any planning or land use decision made at this meeting in court, you may be limited to raising only those issues you or someone else raised at the public hearing held at this meeting, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Please take notice that the time within which to seek judicial review of any final administrative determination reached at this meeting is governed by Section 1094.6 of the California Code of Civil Procedure.

For other questions regarding the meeting proceedings, please contact the Community Development Department at (650) 947-2750.